

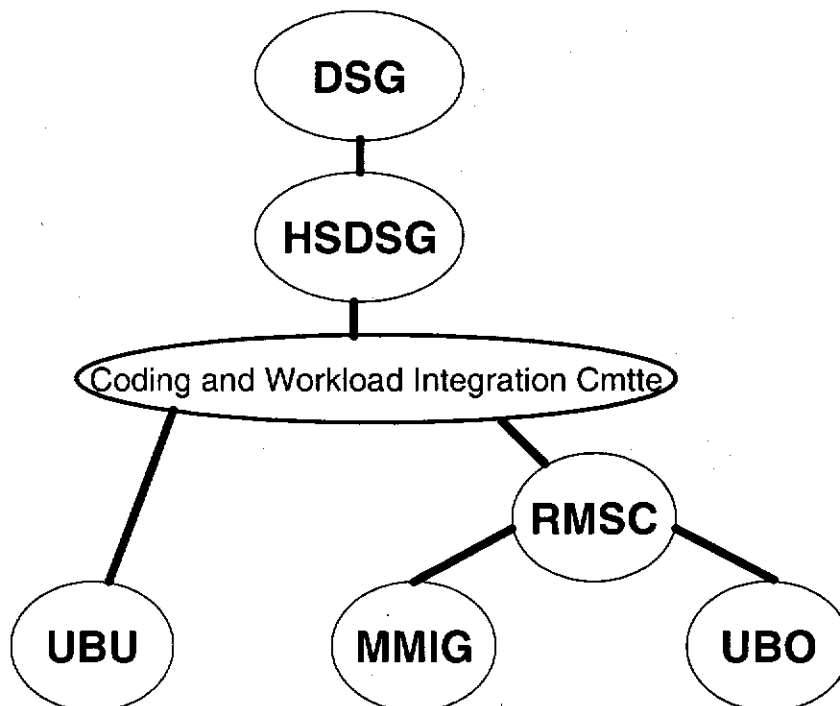
## CHARTER

### CODING AND WORKLOAD INTEGRATION COMMITTEE

#### 1. PURPOSE

The Coding and Workload Integration Committee (CWIC) represents the Deputy Surgeons General (DSGs) in order to integrate business rules and data to support medical information systems and their applications. The CWIC reports its actions to the Health Services Delivery Steering Group (HSDSG). The Committee activities include, but are not limited, to the following:

- Coordinate the activities of the Unified Biostatistical Utility (UBU) Working Group, MEPRS Management Improvement Group (MMIG), and Uniform Business Office (UBO). MMIG and UBO activities are under the review of the Resource Management Steering Committee (RSMC).
- Coordinate the automation requirements with the Requirements Management Section of Information Management.
- Coordinate Coding and Format Standards with the Data Standards Configuration Management Board and the Steering Committee for the Standardization of Codes, Weights and Algorithms.
- Coordinate with the Data Quality Management Control (DQMC) and other Working Groups to ensure the appropriate management control reporting for data quality.



**2. MEMBERSHIP.** Membership will consist of the following:

- Chairs of UBU, MMIG, and UBO.
- DQMC representative, advisory.
- Information Management representatives for Requirements Management; Steering Committee for the Standardization of Codes, Weights, and Algorithms; and Data Standards Configuration Board.

**3. VOTING RULES.** Each of the Chairs above will hold one vote. Information Management (IM) provides coordination support and does not vote. Issues that cannot be resolved will be raised to the DSG's for resolution.

**4. MEETINGS.** The meetings, facilitated by IM, will meet minimally on a quarterly basis. Minutes from the meetings will be approved by the HSDSG.

**5. DELIVERABLES.** Minutes will reflect discussion and resolution of integration issues. When resolution is not possible, minutes will document proposed options for decision at the DSG level.

**6. DURATION OF COMMITTEE/WORK GROUP.** The authority to convene this working group automatically expires three years from the date this document is signed.

\_\_\_\_\_-signed -\_\_\_\_\_ Date: 22 Oct 2003  
Nelson M. Ford, Deputy Assistant Secretary of Defense (Health Budgets and Financial Policy)

Approval: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_-signed -\_\_\_\_\_ \_\_\_\_\_28 April 2004\_\_\_\_\_  
Deputy Surgeon, Army

\_\_\_\_\_-signed -\_\_\_\_\_ \_\_\_\_\_4 May 2004\_\_\_\_\_  
Deputy Surgeon, Navy

\_\_\_\_\_-signed -\_\_\_\_\_ \_\_\_\_\_23 February 2004\_\_\_\_\_  
Deputy Surgeon, Air Force

\_\_\_\_\_*Ed Mayo*\_\_\_\_\_ *13 May 2004*  
Deputy Director and Program Executive Officer, TRICARE Management Activity